

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan To Attain the Essential Elements of a Model EEO Program**

FY <u>2004</u>	
Naval Air Warfare Center Weapons Division	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	EEO program officials are not always present during activity deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.
OBJECTIVE:	Ensure that EEO principles/issues are considered prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.
RESPONSIBLE OFFICIAL:	NAVAIR, NAVAIR WD Level 1 managers, Human Resources Director, EEO Advisory Committee members, Human Resources Advisors (HRA)
DATE OBJECTIVE INITIATED:	10 January 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2005

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Designate NAVAIR Command DEEOO as a non-voting member of headquarters committees/boards/teams responsible for making personnel decisions that may impact all NAVAIR business units.	Target date will be set at the NAVAIR level.
Designate the NAVAIR WD DEEOO or designee as a non-voting member of local business unit committee/boards/teams responsible for making personnel decisions.	30 September 2005
Provide training to EEO Advisory Committee members and HRAs to enable these individuals to represent EEO program interests.	27 May 2005
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	

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STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	The EEO Director is not included in the activity's strategic planning, including the activity's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the activity's strategic mission.
OBJECTIVE:	To ensure that EEO concerns are integrated into the activity's strategic mission.
RESPONSIBLE OFFICIAL:	NAVAIR, NAVAIR WD EEOO, NAVAIR WD Level 1 managers, Human Resources Director
DATE OBJECTIVE INITIATED:	10 January 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2005

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Include the NAVAIR Command DEEOO as part of the headquarters strategic planning since many of these discussions occur at the national level with possible resulting impact at the business unit levels.	Target date to be established at the NAVAIR level.
Include the NAVAIR WD DEEOO or designee at strategic planning meetings at the local business unit level.	30 September 2005
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	

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STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Activity employees have not been specifically informed of the inappropriate behaviors in the workplace that may result in disciplinary action.</p> <p>Activity employees have not been specifically informed of the penalties for committing a prohibited personnel practice, i.e., discriminatory behavior, taking personnel actions based upon a prohibited basis.</p>
OBJECTIVE:	To inform all employees of the Merit Systems Principles, Prohibited Personnel Practices and general workplace rules and regulations and the penalties for violating these principles and practices.
RESPONSIBLE OFFICIAL:	Human Resources Department, Employee/Labor Relations Team (Chris Perkins)
DATE OBJECTIVE INITIATED:	10 January 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	1 June 2005

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Disseminate an "all-hands" e-mail to advise all employees of the DoN "Schedule of Offenses and Recommended Remedies" for correcting inappropriate behavior and conduct in the workplace.	1 June 2005
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	